

## Auto Body Restorer

FLSA Status Covered  
Bargaining Unit: District Council of Trade Unions (DCTU)

### General Summary

Positions in this broad class restore and modify all types of vehicles and heavy equipment operated by the City, including straightening and aligning, and restorative repairs.

### Auto Body Restorer - 30000125

#### Distinguishing Characteristics

The journey level of this class typically performs all class duties. It is distinguished from the Vehicle Mechanic class in that it does not perform mechanical repairs except as incidental to restorative and modification work.

#### Typical Duties/Examples of Work

1. Inspects vehicles and equipment to evaluate restorative repair or modification work needed; prepares cost estimates and recommends best materials and methods to complete work.
2. Straightens, aligns, repairs and modifies vehicles and equipment using a variety of mechanical and electronic tools; installs systems and equipment in new vehicles or as upgrades to meet standards.
3. Fills, welds, and/or replaces damaged areas; fabricates replacement parts as needed; sands, smooths, cleans, removes blemishes, and primes surfaces for painting.
4. Matches and mixes paint using computerized system; applies paint, decals and stripes following standards.
5. Diagnoses, repairs and/or replaces electrical and mechanical systems and parts to restore vehicles, such as glass, air conditioning systems, and radiators.
6. Tests and adjusts alignment of suspension and headlight systems using electronic equipment.
7. Recovers vehicles using large-capacity tow truck; operates forklift to move vehicles and heavy parts in shop or yard.

- 8. Maintains computerized record keeping and billing system; carries out all required safety procedures.
- 9. Performs related duties as assigned.

**Required Knowledge, Skills and Abilities**

Knowledge of: tools, materials, processes and techniques of restorative repair and related fabrication, and of vehicle painting; troubleshooting techniques; mechanical, electrical, and structural systems of vehicles and accessories

Ability to: maintain records; maintain inventory; research equipment, parts and supplies needs and place orders; communicate effectively; establish and maintain effective working relationships with co-workers; work constructively in a team

Skill in: troubleshooting, diagnosis and restorative repair of vehicles and related mechanical, electrical, and structural systems

**Special Requirements**

Valid Commercial Driver’s License; specialized endorsements and other certifications may be required; required to supply own shop tools

**Classification History:**

Adopted: 2-03-99:

Class created as a result of DCTU Classification and Compensation Study 1998-99. This class is composed of the following classes:  
1516 Auto Body Restorer Adopted:04-20-76;  
Revised:11-01-92 (Class consolidation, 1446 Auto Painter and 1516 Auto Body Restorer, as a result of contract negotiations 1992); Revised: 03-16-94 (Revised all sections of Class Specification)

June 2009 - Change Job Class number from 1516 to 30000125, due to system change.

**Working Conditions**

Work in this class is typically performed in a shop environment; some work is performed in a field environment. Incumbent is typically required to lift over 100 pounds; to work outdoors as required in all weather conditions; to wear protective gear; to work with hazardous materials and power equipment; to be exposed to shop noise.